

2009

Announced by the
Maryland Council for
New Americans

[CITIZENSHIP PROMOTION AND IMMIGRANT INTEGRATION GRANT]

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Funding Opportunity Detail

Department

The Maryland Council for New Americans (MCNA), works in collaboration with the Governor's Office of Community Initiatives (GOCI) and the Department of Human Resources' Maryland Office of Refugees and Asylees (DHR MORA).

Announcement

The Maryland Council for New Americans (MCNA) announces the availability of funds to support the goals and objectives of the Council.

Authority

MCNA is authorized by Executive Order 01.01.2008.18.

Explanation

MCNA will award funds allocated for citizenship promotion and immigrant integration efforts. MCNA Operational Support Staff will conduct the competitive review process to award the funding to eligible applicants.

Funding Opportunity Title

Citizenship Promotion and Immigrant Integration Grants

Activities

Organization(s) funded through the Citizenship Promotion and Immigrant Integration Grant will engage in a range of activities in service to individuals and communities who are in need of further support in the naturalization and integration process. Funds must be used by December 2009.

Posted Date

All Applications must be received by June 26, 2009.

Conference Call

On June 15, 2009, at 3:00pm, a public conference call will take place. Conference call information:

Conference call dial-in:	(866) 462-0164
Access code:	7090084

Application Submission Format

Instructions for submission of application are contained in these Application Instructions.

Applications will be submitted directly to the Operational Support Staff of the Maryland Council for New Americans:

MARYLAND COUNCIL FOR NEW AMERICANS
Governor's Office of Community Initiatives
301 West Preston, 15th Floor
Baltimore, MD 21201

Funding Notification

Selected applicants will be notified by June 30, 2009.

Projected Grant Award Date

Award is anticipated to be available for processing by end of June and available for immediate distribution thereafter.

Expected Number of Awards

MCNA anticipates awarding no more than 3 grants.

Estimated Total Funding

\$52,544.00. The maximum total funding available is \$52,544.00.

Award Ceiling/ Award Floor

The Award ceiling is \$52,544.00. The maximum available amount that can be received by an entity is the estimated total funding available. The award floor is \$17,500.00 and is the minimum amount that must be applied for.

Eligible Applicants

Organizations principled with the following areas of focus are deemed acceptable applicants:

- New Americans shall be able to fully participate in civic life.
- New Americans shall be able to avail of job opportunities.
- Allowing foreign-born Marylanders to have a meaningful opportunity to succeed is a priority.
- Promoting increased pace of naturalization is an ultimate benefit to the state.
- Coordinated citizenship promotion and assistance to programs which ultimately focus on Maryland's estimated 175,000 legal permanent residents who are eligible for naturalization at a faster pace should be supported.
- There is an association between proactive policy measures surrounding citizenship, workforce development, financial access, and governmental access for new Americans in Maryland with Maryland's increased economic competitiveness.

Entities who provide naturalization support services must serve individuals who meet federal requirements. Applicants applying for citizenship must:

- be at least 18 years old,
- have been a lawful permanent resident (green card holder) for at least 5 years or married to and living with a U.S. citizen for at least 3 years and have been a green card holder
- have not traveled outside of the U.S. for more than 6 months at a time during the 5 years as a green card holder (or the past 3 years if married to and living with a U.S. citizen)
- have been physically present in the U.S. for at least 30 months out of the past 5 years as a green card holder (or 18 months out of the past 3 years if married to and living with a U.S. citizen)
- have lived in the state or USCIS district where application has been filed at least 3 months before application
- can demonstrate that behavior has been legal and acceptable during the 5 years as a green card holder (or the past 3 years if married to and living with a U.S. citizen)

Priority Funding Initiatives

Programs addressing any of the Maryland Council for New Americans issue areas are welcome to apply but the selection process will give preference to the priority activities listed below. Successful applicants addressing the following activities will be required to demonstrate evidence within the organization's mission and programming:

- Full immigrant integration in Maryland civic life through citizenship opportunities, workforce development, financial access, and governmental access for potential new Americans in Maryland
- Citizenship promotion and assistance
- Promotion of increased pace of naturalization
- Provision of job opportunities for legal permanent residents
- Creating meaningful opportunities for immigrants to succeed in careers
- Proactive programming to reach newcomers
- Translation assistance of vital documents

Selection Process

MCNA Operational Support Staff will review applications for grants on a devised strategy to responsibly maximize the benefits of the Citizenship Promotion and Immigrant Integration funding, taking into consideration the areas of demonstrated need and the capacity of applicants to manage resources.

Selection Criteria

In evaluating **Program Design**, MCNA Operational Support Staff will consider the impact your program will have in addressing immigrant and new Americans' needs.

In evaluating **Organizational Capability**, MCNA Operational Support Staff will consider whether your organization has the capacity to manage a grant of the size and scope requested, and your plans to increase capacity, if necessary. Partnership with other organizations and service providers will also be assessed.

In evaluating **Cost-Effectiveness and Budget Adequacy**, MCNA Operational Support Staff will evaluate whether your budget is adequate to support your proposed activities. The following will also be taken into consideration when making funding decisions:

- Alignment with priority areas.
- Demonstrated success at impacting the immigrant population
- Ability to manage the requested funding for immediate implementation

Timeline

June 8, 2009	Release Notice of Funds Available, Request for Proposals
June 15, 2009	Citizenship Promotion and Immigrant Integration Funding Conference Call
June 26, 2009	All Applications Due to the Operational Support Staff of the Maryland Council for New Americans
June 30, 2009	Selection Notification for Applicants
July 1, 2009	Distribution of Award

Instructions for Application

Content and Form of Application

The narrative and budget must cover the one-year project period for which the applicant is requesting funding. The **maximum** length for the application (do not include cover page in count) is 12,500 characters, or approximately five pages. The application should consist of the following components:

1. Cover Page
2. Narrative
3. Performance Measures
4. Detailed Budget

1. **Cover Page.** The Cover Page will have the following information:

- Organization name
- Name of individual(s) submitting
- Phone number and email for point person in organization
- Brief summary of intent to use funds

2. **Narrative.** Please include the following details

Program Design

- Describe the amount of funding requested
- Identify the target communities to be served
- Provide a brief program implementation timeline that includes numbers of those impacted
- Describe the intended use of funds

Organizational Capability

- Ensure adequate staffing and program oversight will be in effect
- Ensure proper management of funds

3. **Performance Measures**

- Propose at least one output or outcome that will be achieved surrounding citizenship promotion and/or immigrant integration.
- Detail data available and performance metrics used to demonstrate success.

4. **Budget**

- A proposed budget should be included and should be sufficient to allow you to perform the tasks described in your proposal narrative. *Note: MCNA may ask for further clarification should the budget be inadequate to demonstrate sufficient support to proposed program.